

COUNTY OF SAN DIEGO



**CHIEF, DEPARTMENTAL OPERATIONS
AIR POLLUTION CONTROL DISTRICT
Monitoring Division**

**Starting Pay Range \$100,000 to \$110,000
Excellent Benefits Package**



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CHIEF, DEPARTMENTAL OPERATIONS—AIR POLLUTION CONTROL DISTRICT (APCD)

Monitoring Division

Under the administrative direction of the Assistant Director, Air Pollution Control, this unclassified management position will be responsible for providing leadership and oversight over all functions for the Monitoring Division of the APCD.

This position will be responsible for the following key areas:

- Stationary Source Stack Testing/Witnessing
- Laboratory Analysis
- Ambient Monitoring Network
- Special Projects
- Liaison with USEPA and California Air Resources Board
- Customer Service
- Workforce Development

THE IDEAL CANDIDATE

The APCD is seeking a dynamic, independent, and innovative leader in order to successfully manage the seven key areas listed above. The ideal candidate has demonstrated and proven experience in leading others, performing project and program management, and developing and implementing new programs.

The ideal candidate will possess a bachelor's degree in life or physical science, including chemistry, engineering, physics, meteorology, biological science, or a closely related field.

The ideal candidate will also possess a professional history that demonstrates a combination of the following necessary leadership competencies and attributes:

- A customer service-oriented management philosophy which transcends all levels of an organization.
- Organizational and political awareness of sensitive issues and understanding of multiple stakeholder needs to develop consensus on projects and programs, including working with boards and commissions, industry groups, community organizations, agency officials, and the public.
- Ability to practice strategic thinking and anticipate future consequences and trends accurately while applying knowledge appropriately.
- Ability to mentor, develop, and advocate for staff.

The ideal candidate will also possess the following leadership and managerial competencies and attributes:

- Actively seeks opportunities to improve status quo
- Commits to self and others to improve performance and reach challenging goals
- Actively seeks ways to streamline processes to efficiently provide services for existing and new State and Federal mandates
- Demonstrates strong teamwork and collaborative skills
- Carefully considers implications and impact of decisions across time and on others.
- Recognizes strengths and weaknesses of others and how

to best manage them

- Builds and supports mutually beneficial relationships with other organizations, associations, and community contacts

Please click [here](#) for additional information on the job classification for Chief, Departmental Operations.

MINIMUM QUALIFICATIONS

Qualifying candidates will possess a bachelor's degree from an accredited college or university, or certified equivalency for foreign studies, AND, five (5) years of experience that demonstrates the ability to perform the essential functions of the classification, which must include two years of management or supervision; OR, a combination of experience and/or education as stated above.

Note: A master's degree or higher degree may substitute for a total of one year. In order for education to substitute for work experience as indicated above, college level coursework must demonstrate progress toward a degree and may be substituted on a year-for-year basis.

The ideal candidate will possess a bachelor's degree in life or physical science, including chemistry, engineering, physics, meteorology, biological science, or a closely related field.

COMPENSATION

The annual salary range upon appointment for this position is \$100,000 to \$110,000.

To view the full salary range for this classification, click [here](#). Placement within this range is dependent upon the qualifications of the successful candidate. Annual salary reviews are performance-based and goal-oriented.

BENEFITS

- ◆ Fifteen days of paid vacation, thirteen days of paid sick leave, and thirteen paid holidays.
- ◆ Medical, dental, and vision insurance plans.
- ◆ Disability Insurance, Life Insurance, and Accidental Death/Dismemberment Insurance.
- ◆ Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options.
- ◆ Defined benefit retirement program.
- ◆ Reciprocity with other governmental retirement systems may be granted; for further information, the website for the San Diego County Employees Retirement System can be accessed [here](#).
- ◆ May be eligible for relocation allowance.
- ◆ Deferred Compensation Program (457) and 401(a) plans.

THE AIR POLLUTION CONTROL DISTRICT (APCD)

The APCD enhances San Diegans' quality of life by protecting public health and safeguarding air quality, educating the public to increase environmental awareness, and implementing and enforcing local, state, and federal environmental laws. The APCD consists of the following divisions: Administrative Services, Compliance, Engineering, and Monitoring.

The APCD regulates stationary sources of air pollution including retail gas stations, power plants, coating operations, manufacturing operations, emergency standby engines, aggregate / rock crushing operations, and asbestos removal projects to name a few. The APCD also responds to public complaints and provides compliance assistance to regulated sources. In addition to regulating stationary sources, the APCD issues state funding to grant recipients for the replacement of older mobile equipment with new, less polluting units.

APCD has an annual operating budget of \$24 million with a total of 146 employees.

Monitoring: This division maintains nine ambient air monitoring stations; conducts / witnesses source tests at stationary sources; analyzes samples for toxic and particulate levels; tracks meteorological conditions; assists state / federal land managers with open burning; and assists with special projects. This division has a budget of \$5.6 million and is staffed with 37 employees.



THE COUNTY OF SAN DIEGO

The mission of the County of San Diego is to provide the residents of San Diego County with superior County services in terms of quality, timeliness, and value in order to improve the region's Quality of Life.

- The County covers 4,261 square miles, extending 75 miles along the Pacific Coast from Mexico to Orange County and inland 75 miles to Imperial County along the international border shared with Mexico.

- San Diego enjoys a wide variety of climate and terrain, from coastal plains and fertile inland valleys, to mountain ranges, forests, and the Anza-Borrego Desert. The average annual rainfall is only 10 inches.
- The County is governed by a five-member Board of Supervisors elected to four-year terms in district, non-partisan elections.
- There are 18 incorporated cities and a large number of unincorporated communities.
- County services are provided by five business groups, that are headed by General Managers, who report to the Chief Administrative Officer (CAO).
- The County has a budget of \$4.86 billion and provides services to the residents of the County through its nearly 16,000 employees in 42 different departments.



GENERAL MANAGEMENT SYSTEM

The County engages in a continuous cycle of planning, implementing, evaluating, and renewing the planning process. The County's comprehensive guide for managing this cyclic process is called the General Management System (GMS). For more information regarding GMS, please click [here](#). The successful candidate must have a general understanding of the General Management System.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

Applications may be accessed and submitted online. To apply, go to www.sdcountry.ca.gov/jobs or click [here](#).

In addition to completing the application, please submit an updated résumé indicating degrees held and employment history including position titles, dates of service, areas of expertise, reporting structure, key duties performed, job titles and number of staff supervised, management and supervisory responsibilities, budget managed, and salary information.

Applications and résumés will be initially screened for minimum qualifications. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

The review period will begin on February 2, 2015.

SPECIAL NOTES

Persons serving in positions in the Unclassified Service do not accrue tenure and serve at the pleasure of the appointing authority. The provisions of this job announcement may be modified or revoked and do not constitute an expressed or implied contract. Qualified women, minorities, and persons with disabilities are encouraged to apply. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

CONTACT INFORMATION

You may direct any questions regarding the application and selection process to Aaron Morgan, Human Resources Analyst, Department of Human Resources. at Aaron.Morgan@sdcounty.ca.gov,

For questions regarding the position, please contact Trish McElhaney, Senior Departmental Human Resources Officer, at Trish.McElhaney@sdcounty.ca.gov.

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